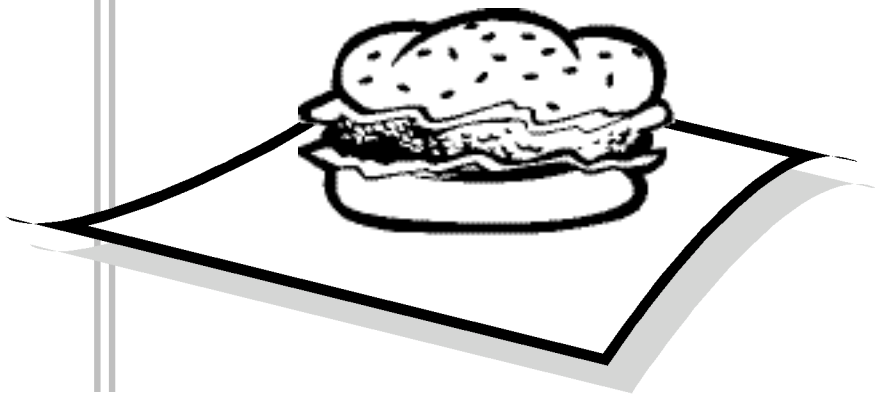




PUSHCARTS,



**POPCORN
TRUCKS**



and

RESTAURANTS on WHEELS!

A Guide for Operators of Mobile Food Establishments

City of Milwaukee Health Department • Consumer Environmental Health Division

Pushcarts, Popcorn Trucks and Restaurants on Wheels!

A Guide for Operators of Mobile Food Establishments from the City of Milwaukee Health Department

Do you plan to sell food from a pushcart or vehicle?

The City of Milwaukee Health Department licenses and regulates all mobile food operations, from hot dog carts and popcorn wagons to full restaurants on wheels. Use this guide to learn what's required to obtain the necessary licenses for your **Mobile Food Establishment** and Mobile Service Base.



What is a Service Base – And Do I Need One?

Mobile food establishments must have a Mobile Service Base. This is a place to fill your water tank, dispose of wastewater, wash utensils, and store and prepare food. The Health Department inspects and licenses your **Mobile Restaurant Service Base**. This license is in addition to the license you hold for your vehicle or cart.

Your service base must have:

- Food preparation facilities **UNLESS** your vehicle is equipped with Health Department approved facilities.
- Utensil washing facilities (four compartment stainless steel sink).
- A sink for hand washing (If you have a four compartment sink, the pre-wash may be used for a hand wash).
- A sink with a threaded tap where the vehicle water tank can be filled with potable water. Hoses must be food grade – no garden hoses. Recreational Vehicle (RV) and restaurant supply dealers are good sources for such equipment. Supply hoses need to be protected from contamination at all times and kept in a labeled, clean container when not in use.
- A mop sink or waste drain for the disposal of wastewater.
- Storage for food and supplies.
- An air gapped food preparation sink may be required. It depends on your menu.

Mobile Service Base facilities must meet Wisconsin Food Code standards for floor and wall finishes, equipment and lighting. If you operate a permanent licensed establishment, you may be able to use it as a service base.

If you're sharing or leasing a facility operated by someone else, the Health Department will inspect and license that location in your name. The Department will want to see a written agreement between you and the facility owner. It should specify the times that your vehicle will be using the base. If asked by an inspector, you must furnish information about the itinerary of your vehicle, so keep this information available at your service base.



IMPORTANT NOTE: You cannot use a private home as a service base. Any food storage in a home is limited to commercially prepackaged, non-potentially hazardous snack foods (such as gum, candy or chips) that can be sold in a week's time. This requires an inspection and the issuance of a Food Dealer's License.

Gearing Up: Vehicle Requirements

Rule #1 Follow the Wisconsin Food Code. Purchase equipment that is listed for commercial food service use by an ANSI accredited listing service (such as UL, ETL or NSF). A piece of equipment that would not be accepted in a permanent food establishment will not be accepted on a mobile unit.

Handwashing and Warewashing Sink(s)

Sink requirements vary depending on the type and complexity of your operation.

- **Every** vehicle or pushcart where unpackaged food is handled **must have a hand wash sink with pumped hot and cold water.**
- If you process food (for example: shave ice for sno-cones, make cotton candy, prepare tacos or subs) **on a vehicle**, your vehicle must have approved utensil sinks with pumped hot and cold water. If you operate a pushcart, and your menu is limited, you don't need utensil sinks **on the cart**. In this case, you must wash utensils at the service base.
- If you **only sell *prepackaged* food**, you may simply carry treated towelettes.

Water and Wastewater

You have to carry enough water to keep your sinks supplied between trips to your service base.

If you are designing or buying a vehicle or cart, make sure your tanks meet these requirements:

- Pushcarts with a hand wash sink must have at least a **five** gallon water tank.
- Vehicles with only hand wash sinks must have at least a **ten** gallon water tank.
- If you prepare food on a vehicle, and wash utensils there, the vehicle must have at least a **forty** gallon water tank.
- Your **wastewater tank** must be sized 15% larger than your supply tank.



These requirements are for handwashing and utensil washing. If ingredient water (i.e. to make coffee) is needed, the tanks will need to be larger or there must be a separate supply of ingredient water.

Of course, your water tank must be designed to food contact standards. If it isn't transparent, it must have a sight gauge so you can tell when you're running low. **When you're out of water in the supply tank you must refill the supply tank and empty the wastewater tank.** You cannot drain your sinks to the street. If you use a hose for the disposal of liquid waste, it must be stored in a separate cabinet labeled "for waste water hose only" when not in use.

Food Protection

Holding bins and food handling areas on pushcarts must be protected from the public with enclosures. Check with the Health Department about acceptable designs and methods.

Hot and Cold Holding

You must maintain potentially hazardous foods at safe temperatures using mechanical heating, hot holding, and cold holding equipment. **Hot foods must be held at or above 135°F, cold foods must be held at or below 41°F.** Your unit must have enough power (gas or electric) to run all your equipment at the same time.

Show Your Identification!

Each side of your pushed, pulled, or motorized vehicle; or carried container must display the name of the person to whom the permit is issued and a local telephone number in lettering not less than 4 inches high. If the same licensee has more than one unit, each unit must have a distinctive identification number or letter.

Before you sell, the Food Peddler **license plate** must be securely fastened to the outer or inner right side of your vehicle, pushcart, or container. It must be prominently displayed at all times. You must also carry the paper permit whose number matches the number on the license plate.

When You're Licensed and Ready to Go

Don't forget the rules of safe food handling when you hit the street. A mobile food establishment is subject to the same rules that restaurants and grocery stores follow under the Wisconsin Food Code.

When inspectors meet you on your rounds, they will watch food handling, check the hand wash sink and take temperatures. Make sure your vehicle has a supply of tongs, tissues and/or gloves, since bare hand contact with ready-to-eat foods is prohibited.

If you process potentially hazardous food, you must have at least one owner or manager who is Wisconsin **Certified in Food Protection Practices**. This manager should train and supervise all employees. Whether the certified manager is on the vehicle or not, the **person serving the food** must know the basics of safe food handling. All the rules about employee health and hygiene, cross contamination and temperature control still apply when you're on the road!

Supply checklist

You should always have the following on board:

- ✓ Hand wash soap
- ✓ Single service towels
- ✓ Sanitizer solution (i.e. bleach water)
- ✓ Tongs, tissues and gloves
- ✓ Test papers to check sanitizer strength
- ✓ Thermometer for checking food temperatures



Toilet Facilities

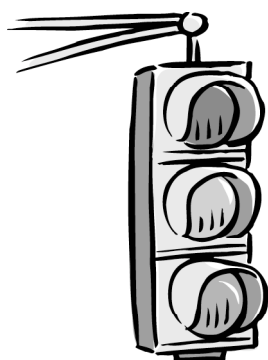
Mobile Food Establishment operators must have arrangements for the use of public or private toilet facilities during all hours of operation.

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Rules About Moving and Parking

(Chapters 74-1,105, and 115-45 of the Milwaukee Code of Ordinances)

1. Vehicles licensed for food peddling must obey all traffic laws and regulations.
2. Vehicles licensed for food peddling must not block public ways.
3. You may not park or sell within 300 feet of a school entrance while the school is open to students.
4. You may not stop for more than two hours in any **residential block** and such stops must be separated by a six-hour period. You must be in compliance with posted time limits on parking.
5. Vehicles on the public streets in a **commercial area** shall comply with all posted time limits on parking and with all other applicable parking regulations.
6. Food, merchandise or any other article may not be sold or offered for sale on any public street or sidewalk within 500 feet of the:



- 1) Wisconsin Center District/Midwest Airlines Convention Center
- 2) Summerfest Grounds
- 3) Milwaukee Public Museum
- 4) Bradley Center
- 5) Marcus Center for the Performing Arts
- 6) Circus Grounds (as may be specified annually on the day of the Circus Parade and the 3 days prior to the parade)
- 7) Miller Park parking facilities (for two hours immediately before the start of any scheduled event, and ending one hour immediately after the event)

Other Rules of the Road

- Each mobile food establishment shall return to its service base at least every 24 hours for serving and maintenance.
- Food **cannot** be sold door-to-door
- All sales must be made on the public way (sidewalk or street) directly from your licensed unit.
- Making any sales from a roadway median strip or safety island is prohibited.
- You cannot block or restrict an individual's access to a business or residence, block or restrict pedestrians on the sidewalk; or make any comment, request, or proposal, which is obscene, lewd, lascivious, profane, filthy or indecent.
- You cannot provide chairs or tables for your customers to use.
- Unless you have a Milwaukee Health Department permit allowing night time operation, food cannot be sold between 9 p.m. and 6 a.m. This does not apply on January 1st, Memorial Day, Juneteenth, the 3rd and 4th of July, Labor Day, and on city streets adjacent to State Fair Park during the run of the Wisconsin State Fair.
- **If you are interested in selling in any of the Milwaukee County Parks, you must contact the Milwaukee County Parks System at 414-257-4503 for information.** The City of Milwaukee Food Peddler Permit does not allow for selling from the streets, sidewalks and property within the Milwaukee County Park System.
- **If you use your mobile establishment at a festival and want to offer different items than you are normally licensed for (such as grilling next to the unit), contact the City of Milwaukee Health Department.** Additional licensing may be required.



Noise

Food peddlers must comply with all city noise nuisance regulations (S 80-65-4 of the Milwaukee Code of Ordinances). A food peddler with a permit for a pushed, pedaled, or pulled vehicle shall not use any type of horn.

Other Permits You May Need

If you sell ice cream or similar frozen confections, each individual that operates a pushed, pulled, carried or motorized unit needs an **Ice Cream Peddler License** from the City of Milwaukee Health Department.

If you also sell non-food items (on the public right-of-way) you'll need a **Direct Seller's Permit** from the City Clerk's License Division. The City Clerk's office is located in City Hall—200 East Wells Street, Room 105. You can call the License Division at (414) 286-2238; or e-mail license@milwaukee.gov

To get the Direct Seller's permit, you'll need to have, or have applied for a **Wisconsin State Seller's Permit**. These are issued by the Wisconsin Department of Revenue, located in the State Office Building at 819 North 6th Street, in Room 408. Call them at (414) 227- 4444.

Contacting Us

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More information may be found on our mobile food establishment web page: www.milwaukee.gov/mobilefood



Tom Barrett, Mayor
Bevan K. Baker, Commissioner of Health
www.milwaukee.gov/health

The City of Milwaukee Health Department in its capacity as an employer and service provider does not discriminate on the basis of age, race, religion, color, gender, national origin, arrest or conviction record, sexual orientation, marital status, disability, political belief or affiliation, or military participation. Persons needing disability assistance information, language assistance, or interpreter services please call 414-286-3524 or (TTY) 414-286-2025. Discrimination claims may be filed with the Department's Equal Opportunity Coordinator by calling 414-286-2359.

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